

January 1, 2002

DISPUTES REVIEW BOARD

SAMPLE DISPUTES REVIEW BOARD CCO

EXTRA WORK AT FORCE ACCOUNT:

Establish a Disputes Review Board for this Contract in accordance with Section 5-1.____, "Disputes Review Board," of the Special Provisions.

The Disputes Review Board Agreement as specified in Section 5-1.____, "Disputes Review Board," of the Special Provisions shall be completed by the Contractor, the State and the DRB members.

The cost of this work shall be borne equally by the State and the Contractor as provided in accordance with Section 5-1.____, "Disputes Review Board," of the Special Provisions. No markups shall be allowed in payment of the State's share of the cost of the work provided herein.

Estimated Cost \$_____

SAMPLE DISPUTES REVIEW BOARD CCO TRANSMITTAL MEMO

Establishing a Disputes Review Board in accordance with Section 5-1.____, "Disputes Review Board," of the Special Provisions. The purpose of the Board is to assist in the resolution of disputes and potential claims arising from the work.

The cost of providing a Disputes Review Board for this contract shall be borne equally by the Contractor and the State. For the purposes of enabling partial payments to the Contractor on a monthly basis, the method of payment shall be Extra Work at Force Account. Payments shall be made on a lump sum basis from invoices submitted by the Board, not more often than once per month. Markups shall not be allowed in the payment of the State's share of the invoiced costs. The total estimated cost of this change is \$_____. Supplemental funds were provided for the DRB in the contingency fund.

No adjustment of contract time is warranted as this change does not affect the controlling operation.